



National Aeronautics and
Space Administration
Washington, DC 20546

Procurement Notice

PN 97-99
June 8, 2004

STANDARD FORM 330, ARCHITECT-ENGINEER QUALIFICATIONS

BACKGROUND: FAC 01-18 as amended by FAC 01-19, replaced Standard Form (SF) 255, Architect-Engineer and Related Services Questionnaire for Specific Projects, with Standard Form (SF) 330, Architect-Engineer Qualifications. The effective date for use of the new form is June 8, 2004. The NFS at 1805.207-70 currently references the SF 255. This change to the NFS amends the reference at 1805.207-70 to read "Standard Form 330, Part I – Contract Specific Qualifications" consistent with the FAR.

ACQUISITIONS AFFECTED BY CHANGES: All synopses for Architect-Engineer Services.

ACTION REQUIRED BY CONTRACTING OFFICERS: Reference the new SF 330 in synopses for Architect-Engineer Services.

CLAUSE CHANGES: None

PARTS AFFECTED: Changes are made to Part 1805.

REPLACEMENT PAGES: You may use the enclosed pages to replace 5:1 and 5:2 of the NFS.

TYPE OF RULE AND PUBLICATION DATE: Not applicable. This change does not have a significant effect beyond the internal operating procedures of the Agency or have a significant cost or administrative impact on contractors or offerors and therefore does not require codification in the Code of Federal Regulations (CFR) or publication for public comment.

HEADQUARTERS CONTACT: Celeste Dalton, Code HK, (202) 358-1645, e-mail: Celeste.M.Dalton@nasa.gov.

Tom Luedtke
Assistant Administrator for Procurement

Enclosures

PART 1805
PUBLICIZING CONTRACT ACTIONS

TABLE OF CONTENTS

SUBPART 1805.101	1805.1	DISSEMINATION OF INFORMATION Methods of disseminating information.
SUBPART 1805.207 1805.207-70	1805.2	SYNOPSIS OF PROPOSED CONTRACTS Preparation and transmittal of synopses. Synopses of Architect-Engineer Services.
SUBPART 1805.303 1805.303-70 1805.303-71 1805.303-72	1805.3	SYNOPSIS OF CONTRACT AWARDS Announcement of contract awards. Definitions. Actions requiring Administrator notification and NASA Headquarters public announcement. Administrator notification and NASA Headquarters public announcement procedures.
SUBPART 1805.402 1805.403	1805.4	RELEASE OF INFORMATION General public. Requests from Members of Congress.
SUBPART 1805.502	1805.5	PAID ADVERTISEMENTS Authority.

PART 1805
PUBLICIZING CONTRACT ACTIONS

Subpart 1805.1--Dissemination of Information

1805.101 Methods of disseminating information.

(b)(4) For NASA policy regarding paid advertisements, see 1805.502.

Subpart 1805.2--Synopses of Proposed Contracts

1805.207 Preparation and transmittal of synopses.

(a) Synopses shall be transmitted in accordance with 1804.570.

(c)(14) Notices for non-competitive solicitations, including non-competitive follow-on actions to contracts initially awarded utilizing full and open competition, shall provide sufficient information regarding the proposed requirement to allow potential sources to determine whether they possess the requisite capabilities and to make an informed business decision regarding whether to respond.

1805.207-70 Synopses of Architect-Engineer Services.

(a) *Architect-Engineer Services.*

(1) Each notice publicizing the acquisition of architect-engineer services shall be headed "*C. Architect-Engineer Services.*"

(2) In addition to meeting the requirements of FAR 5.207(c), the project description shall--

(i) State the relative importance the Government attaches to the significant evaluation criteria and the date by which responses to the notice must be received, including submission of Standard Form 330, Part I – Contract Specific Qualifications~~255, Architect-Engineer and Related Services Questionnaire for Specific Project,~~ if required;

(ii) Describe any specialized qualifications, security classifications, and limitations on eligibility for consideration;

(iii) Describe qualifications or performance data required from architect-engineer firms; and

(iv) If the acquisition is to be set aside for small business, state this fact, indicating the specific size standard to be used and requiring that eligible responding firms submit a small business representation.

(3) Contracting officers shall add at the end of the synopsis:

See Note 24. Provisions of Note 24 apply to this notice except that (a) in the sentence beginning "Selection of firms for negotiations," the fourth additional consideration listed is changed to read: "(4) past experience, if any, of the firm with respect to performance on contracts with NASA, other Government agencies, and private industry;" and (b) in the last sentence, "National Aeronautics and Space Administration" is substituted for "Department of Defense."

Subpart 1805.3--Synopsis of Contract Awards

1805.303 Announcement of contract awards.

(a)(i) In lieu of the \$3 million threshold cited in FAR 5.303(a), NASA Headquarters public announcement is required for award of contract actions that have a total anticipated value, including unexercised options, of \$25 million or greater.

1805.303-70 Definitions.

"Anticipated values," as used in this subpart, means:

- (a) The estimated value of the contract (including unexercised options),
- (b) The expected definitized value of a letter contract or undefinitized contract action; or
- (c) The maximum value of the basic contract for indefinite delivery contracts, time and material, labor hour, and similar contracts.

"Contract actions," as used in this subpart, means new awards (including letter contracts), new work contract modifications, or orders placed under multiple award contracts.

1805.303-71 Actions requiring Administrator notification and NASA Headquarters public announcements.

(a)(1) All contract actions with anticipated values of \$25 million or greater (including unexercised options) or an option exercise of \$25 million or greater require NASA Headquarters public announcements.

(2) Competitive contract actions with anticipated values of \$25 million or greater (including unexercised options) require Administrator notification.